

NIT for Tender No. GCO4176L24

Oil India Limited, a Government of India Enterprise intends to float *Limited Tender* for “Layout & Printing of NBPL & NSPL Operation Manuals, Pipeline Sphere ” Interested bidder may collect the Bid Documents from the office of the General Manager (C&P) Guwahati-781171 from 17.08.2023 to 05.09.2023 during office hours from 8.00 AM to 10.00 AM. The Bid Closing Date (BCD) is 05.09.2023 at 11:00 hrs. and Bid Opening Date (BOD) is 05.09.2023 at 14.00 Hrs.

The NIT is also available at OIL web site www.oil-india.com. All corrigenda, addenda, amendments, time extension, clarification etc. to the tender will be hosted on the Oil Website and no separate notification shall be issued in the press. Prospective bidders are requested to regularly visit the website. Tender Reference is GCO4176L24.

FOLLOWING ARE THE BIDDERS ARE ELIGIBLE FOR PARTICIPATING THE ABOVE LIMITED TENDER

SL. NO.	NAME OF BIDDERS
1	M/s. SS Graphics, Bamunimaidam, Guwahati (V.C-205469)
2	M/s SP Enterprises, Chandmari, Guwahati (V.C- 415076)
3	M/s Chapasaal, Birkuchi, Guwahati (V.C- 415075)
4	M/s Bookbell, Rajgarh Road, Guwahati (V.C-411904)
5	M/s Saraighat Offset Press, Bamunimaidam, Guwahati (V.C-211323)

BID REJECTION CRITERIA (BRC) / BID EVALUATION CRITERIA (BEC):

The bid shall conform generally to the specifications and terms and conditions given in this bid document. Bids shall be rejected in case the services offered do not conform to required parameters stipulated in the technical specifications. Notwithstanding the general conformity of the bids to the stipulated specifications, the following requirements will have to be particularly met by the bidders without which the same will be considered as non-responsive and rejected. Bidders are advised not to take any exception/deviations to the bid document.

A) TECHNICAL CRITERIA

1.0 EXPERIENCE

The following minimum criteria shall be met by the bidder failing which their bid/offer will be rejected:

1.1 The bidder shall have successfully carried out **One 'Similar Work' of minimum executed value of Rs.2,16,060.00 within past 7 years** (to be reckoned from the original bid closing date)

Definition of 'SIMILAR WORK':

Any book/ manual/ other printing works.

Note:

- (a) Experience of above similar work shall be for any Central Govt./ State Govt./ Semi-Govt./ Public Sector Undertaking/ State Govt. Enterprise/ any Public Limited Company within India and shall be in the name of bidder only, bid/ contract from sister concern/ group company shall not be considered and shall be rejected.
- (b) Job executed by a bidder for its own organization/ subsidiary shall not be considered as experience for the purpose under BEC and shall be rejected.
- (c) Bids on Consortium or Joint venture basis are NOT acceptable.
- (d) Experience of ongoing works which are yet to be completed shall not be considered.
- (e) In case the start date of the requisite experience is beyond the prescribed 07 (seven) years reckoned from the original bid closing date but completion/ commissioning is within the prescribed 07 (seven) years reckoned from the original bid closing date, such work experience will be considered for evaluation
- (f) The executed Contract Value as per the Completion Certificate or other supporting documents shall be considered for meeting value based Experience Criteria of BQC (as stipulated in clause 1.1 above). However, if the completion certificate or other supporting documents also indicate details of taxes & duties, then these values of taxes and duties shall be excluded for evaluation.

1.2 Documents required to be submitted as proof of above:

- (a) Letter of Award/ Work Order copy/ Contract document showing **Scope of work** complying to the requirement of 'Similar Work' definition.
- (b) Completion Certificate having following details:
- Title of project/ contract
 - Original period of service as per Letter of Award
 - Date of start of the work
 - Date of completion of the work
 - Total executed value
- (c) In case, required details are not clearly mentioned in the above documents, bidder shall submit other relevant additional supporting documents as proof of scope of work, date of completion/ commissioning of work and total executed value against the work(s).

Note:

It shall be the bidder's responsibility to ensure that the documents submitted in compliance of the experience criteria is clear and adequate.

B) FINANCIAL CRITERIA:

2.0 The following financial criteria shall have to be met by the bidder:

Sl.	Parameter	Financial Criteria
1	Annual Turnover	Minimum annual turnover during any of the preceding 3 (Three) financial years, considered from the original bid closing date shall be Rs.3,60,100.00
2	Net worth	Net Worth of the bidder should be positive for the preceding financial/ accounting year

Note to Financial Criteria:

- (a)** Considering the time required for preparation of Financial Statements, if the last date of preceding financial/accounting year falls within the preceding six months reckoned from the original bid closing date and the Financial Statements of the preceding financial/accounting year are not available with the bidder, then the financial turnover of the previous three financial/accounting years excluding the preceding financial/ accounting year will be considered. In such cases, the Net Worth of the previous financial/accounting year excluding the preceding financial/ accounting year will be considered.

However, the bidder has to submit an affidavit/undertaking **(Proforma -L)** certifying that the balance sheet/Financial Statements for the financial year (as the case may be) have not been audited so far.

(b) For proof of Annual Turnover & Net Worth, any one of the following document must be submitted along with the bid:-

- i) A certificate issued by a practicing Chartered/Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover & Net worth as per format prescribed in **Annexure – VI**

OR

- ii) Audited Balance Sheet along with Profit & Loss account.

(c) In case the bidder is a Central Govt. Organization/PSU/State Govt. Organization/Semi-State Govt. Organization or any other Central/ State Govt. Undertaking, where the auditor is appointed only after the approval of Comptroller and Auditor General (CAG) of India and the Central Government, their certificates may be accepted even though FRN is not available. However, the bidder has to provide documentary evidence for the same.

(d) All certificates issued by a Chartered Accountant in practice must mandatorily mention UDIN (Unique Document Identification Number) as instructed by Institute of Chartered Accountants of India (ICAI).

2.0 Other Information /Documents: Bidders must furnish the following information with relevant documents wherever necessary:

- a) Tax Exemption Certificate, if any, if /applicable.
- b) PAN no. (Photocopy of the PAN card required).
- c) Service Tax registration No.
- d) VAT registration no. , if applicable.
- e) Bank account No. with name of Bank, Type of account, Bank address.
- f) P.F. Account No. / Code, if applicable

3.0 BID EVALUATION CRITERIA (BEC):

3.1 Bids conforming to the terms and conditions stipulated in the bid document and considered responsive and subject to qualifying the Bid Rejection Criteria will be considered for further evaluation.

3.2 In case more than one bidder emerges as lowest bidder due to equal rate quoted by the bidder, then the lowest bidder will be decided by draw of lots. Company's decision in this regard is final and binding to all bidders.

4.0 COMMERCIAL EVALUATION CRITERIA

5 (E) COMMERCIAL:

- 6 1 Bidder shall submit the offer under "*Single Stage Single Bid System*"- Technical bid" and the "Price Bid".
- 7 2. The original copy of documents [furnished by bidders(s)] shall have to be produced by bidder(s) to OIL as and when asked for.
- 8
- 9 3 The Technical Bid should not have any price indication.
- 10 5 Validity of the bid shall be minimum 90 days. Bids with lesser validity will be rejected.
- 11 6 Any bid received in the form of Telex/Cable/Fax/E-mail/ Telephone call will not be accepted.
- 12 7 Bidders must quote clearly and strictly in accordance with the price schedule outlined in relevant section of Bidding Documents; otherwise the bid will be rejected.
- 13 8 Any bid containing false statement will be rejected.
- 14 9 The Bid Documents are not transferable. Bids made by parties who have not purchased the Bid Documents from the Company will be rejected.
- 15 10 Any Bid received by the Company after the deadline for submission of bids prescribed by the Company will be rejected.
- 16 11 Price quoted by the successful Bidder must be firm during the performance of the Contract and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and rejected.
- 17 12 Bids shall be typed or written in indelible ink and shall be digitally signed by the bidder or his authorized representative.
- 18 13 Any physical documents wherever called for, submitted by bidders shall contain no interlineations, white fluid erasures or overwriting except as necessary to correct errors made by the Bidder, in which case such correction shall be initialed by the person or persons who has/have digitally signed the Bid.
- 19 14 Bidder shall fulfill all the relevant clauses applicable for this e-Tender.
- 20 15 The following Clauses with all its sub-clauses should be agreed in toto, failing which the bid will be rejected. To this effect Bidder shall submit an undertaking along with the Technical Bid.
- 21 a) Performance Security Clause
- 22 b) Force Majeure Clause
- 23 c) Termination Clause
- 24 d) Settlement of disputes Clause
- 25 e) Liquidated Damages Clause.
- 26 f) Acceptance of Jurisdiction and applicable law.

- 27 g) Tax liabilities clause.
- 28 h) Insurance clause.
- 29 i) With holding clause.
- 30 j) Liability clause.
- 31 k) Set off clause

CERTIFICATE OF ANNUAL TURNOVER & NETWORTH

(To be issued by practicing Chartered/Cost Accountant Firm
on their Letter Head)

TO WHOM IT MAY CONCERN

This is to certify that the following financial positions extracted from the audited financial statement of M/s _____ (Name of the bidder) for the last three(3) completed accounting years up to _____ (as the case may be) are correct.

YEAR	TURNOVER(₹)	NETWORTH(₹)

Place:

Date:

Seal:

Membership Code and Registration No.

Signature

Yours faithfully,

For OIL INDIA LIMITED

General Manager (Contracts& Purchase)PL

For: Executive Director (Pipeline Services)
